

Towyn & Kinmel Bay Town Council

Draft Minutes of the Full Council – (Hybrid Meeting) held on Wednesday 24th July,
2024 at 7:00pm

Present Cllrs: D Johnson, M Jones, L Knightly, A Macauley (Mayor), B McLoughlin, K Redhead, M Smith & N Smith

Clerk: Dylan Thomas

Deputy Clerk: Katherine Evans

1. Apologies

Apologies for absence were received from Cllrs T Bibby, G Corry, L Gledhill, B Griffiths, L Griffiths and D Mulvaney.

2. Declarations of Interest

Cllr A Macauley declared a prejudicial interest in agenda item 6 - Planning item number 0/51842 as she owns a property near to the property that the planning application relates to and she withdrew from the meeting whilst this agenda item was discussed.

Cllr A Macauley declared a prejudicial interest in agenda item 25 - proposed installation of solar LED lights as she lives on Ogwen Avenue, which leads to Green Avenue (proposed site) and she withdrew from the meeting whilst this agenda item was being discussed.

Cllr K Redhead declared a prejudicial interest in agenda item 6 - Planning, as she is a member of the Planning Committee at Conwy CBC, and she was placed in the Zoom waiting room (remote access) whilst this agenda item was being discussed.

3. Public Participation

There were no applications from the public to address the Council.

4. Minutes

Resolved that: - The minutes of the Full Council meeting held on 10/06/24 be approved and signed.

5. Matters Arising

There were no matters arising from the above-mentioned meeting minutes.

6. Planning

0/51603

Change of use from A1 to A1/A3 and associated works.
Noted that the above application has been withdrawn.

0/51740

Erection of flat roofed extension at rear of dwelling and associated works.

Resolved that: - No Objection

0/51751

Flat roofed extension to front, side and rear of dwelling.

Resolved that: - No Objection

0/51831

Display of 1 no. externally illuminated fascia sign, 1 no. internally illuminated fascia sign and 1 no. non-illuminated fascia sign.

Resolved that: - No Objection

Given that Cllr A Macauley (Chair) had declared a prejudicial interest in agenda item 6 - 0/51842 Planning, and as Cllr D Mulvaney (Deputy Chair) was not present, Cllr L Knightly was proposed and seconded as Chair for agenda item 6 - 0/51842 Planning.

Resolved that: - That Cllr L Knightly to be the Chair of the meeting for agenda item 6 – 0/51842.

0/51842

Proposed replacement dwelling.

Resolved that: - No Objection

0/51853

Erection of pitched roof single storey extension to rear of dwelling.

Resolved that: - No Objection

0/51854

Proposed part change of use of B8 – Storage containers to Part B1 – Light Industrial. Erection of replacement steel framed building and alterations of 2 no. office buildings.

Resolved that: - No Objection

7. Kinmel Bay Foodbank

Noted that this agenda item will be deferred until the 14th August, 2024 as the representatives of Kinmel Bay Church Food Bank were unable to attend tonight's meeting.

8. Payments & Receipts

Resolved that: - The list of payments and receipts for the period 01/06/2024 to 30/06/2024, which has been fully reviewed and signed by the Clerk and Cllr M Jones (Appointed Finance Councillor) be approved as presented by the Clerk, and be signed by the Chairman.

9. Bank Reconciliation

Resolved that: - The balances as at 30/06/2024, which have been fully reviewed and signed by the Clerk and Cllr M Jones (Appointed Finance Councillor) be approved as presented by the Clerk, and be signed by the Chairman.

10. 2024-25 Proposed Budget Changes

Resolved that: - The proposed budget changes for 2024-25, be approved as explained by the Clerk.

11. Budget Monitoring Reports

Resolved that: - The 3 x 2024-25 year to date budget monitoring reports as at 30/06/2024, including one with explanations for reportable/notable variances, be approved as presented and explained by the Clerk.

12. Grants

Resolved that: - The grant for Kinmel Bay Football Club up to the value of £689.99 plus VAT for the proposed purchase of a set of goal posts, be approved as the application met the grant scoring criteria.

Noted that the Town Council will purchase the required goals up to the value of £689.99.

Noted that the Football Club is to be reminded that further grant funding may be available through CVSC.

Resolved that: - The grant for the Young at Heart Sequence Dance Group for the value of £500 - £1,000 to fund a Christmas dinner outing and potential social trips to be declined as monies would not be spent within Towyn & Kinmel Bay area and the grant scoring criteria was not met.

Noted that the Deputy Clerk will write to the group to explain the reasons the grant was declined, and explain the documentation that will need to be in place for any future grant applications.

13. Policies

Resolved that: - The following Health & Safety and Staffing related policies and documents be approved: -

- 2024 - Health & Safety Statement & Policy
- 2024 - Fire Safety Policy
- 2024 - Fire Risk Assessment Review
- 2024 - Fire Risk Assessment
- 2024 - COSHH & Maintenance of Work Equipment Policy & Standards Manual
- 2024 - First Aid Policy
- 2024 - First Aid Needs Risk Assessment
- Standards for Lone Workers
- 2024 - General Internal Building Risk Assessment & Action Plan
- 2024 - Maintenance of Work Equipment Policy Manual
- 2024 - Resource Centre Risk Assessment & Action Plan
- Grievance Policy

14. Renting out of Upstairs Vacant Office

Noted that William Gleave Estate Agents have been actively advertising the room for the past two weeks but to date have received no interest.

Cllr B McLoughlin joined the meeting late at 19:35

15. Lift

Resolved that: - The quote of £1,833.33 plus VAT to resolve the issue of the water ingress in the lift shaft from TWF Property Services be approved. Out of the two quotes received it was deemed to be excellent value for money and is a locally based company with 40 years damp proofing experience.

Resolved that: - The quote of £783.53 plus VAT to install an internal alarm sounder within the Town Council Building following a change in legislation from OTIS be approved. Whilst this is

the only quote received, the quote was deemed to be reasonable, and OTIS are the Town Council's lift contractor.

Resolved that: - The 2024 - 25 lift budget be increased from £1,500 to £3,500 to cover the above proposed work.

16. Community Defibrillators

Noted that no defibrillators have been used since the last meeting.

Noted that the Defibrillator training provided by A-AED Training Ltd for the local residents of Chester Avenue was a success with thirteen residents attending.

Resolved that: - Two further training sessions from A-AED Training Ltd will be held, one at the Community Centre, Kinnel Bay and one at the Festival Church, Towyn at a cost of £10 per person, max twenty attendees per session (minimum fee per session is £100).

Noted that Rhyl and Prestatyn First Responders no longer undertake training.

Cllr B McLoughlin asked that it be recorded in the meeting minutes that she voted against this agenda item as she feels that ongoing refresher training should be offered every three years.

Noted that in an emergency an Amazon Alexa will give CPR instructions.

17. Air Conditioning

Resolved that: - The quote of £1,600 plus VAT to install an additional air-conditioning unit in the first- floor large meeting room of the Community Resource Centre from Refrigeration North West be approved. Out of the five options from two different companies it was deemed to be excellent value for money and is the unit which Refrigeration North West recommend for value for money, performance and specification.

Noted that there will be an additional cost of £300 to provide a power supply for the proposed unit.

Resolved that: - The 2024-25 building maintenance budget be increased from £4,000 to £5,000 to cover the proposed installation.

18. Weed Spraying

Noted that this agenda item will be deferred until further notice as no quotes have been received to undertake the proposed weed spraying.

19. Community Awards

Resolved that: - Community Awards evening in early 2025 following running a marketing campaign to gain nominations using the existing budget for 2024-25.

Noted that once the interest for the proposed event/number of nominations is known, members will discuss the proposed venue/appropriate budget.

20. Welsh Government – 20MPH

Noted that a request has been received from the Welsh Government for feedback on any roads within Towyn and Kinnel Bay where the members feel the 20 MPH speed limit has not been correctly applied.

Noted that all the 20MPH roads in Towyn and Kinmel Bay are at the correct speed limit as they all fall under the place criteria issued by the Welsh Government where it would not be appropriate to increase the speed limit.

21. Legionella Assessment

Noted that the TKBTC Community Centre has undergone a Legionella Risk Assessment and going forward all checks are in place to comply with the required Health and Safety Legislation.

22. Kinmel Bay Coastal Defence Scheme

Noted that CCBC have acknowledged receipt of the report/suggested location/seat type (prepared by Cllr B Griffiths).

Noted CCBC's communication requesting input/suggestions for members regarding possible changes of the public realm concepts/beach access points that are included in the scheme.

Noted that CCBC have arranged a site meeting at 10:30am on the 30/07/2024, at Kinmel Bay Beach Car Park to discuss including additional works/upgrades/benefits as part of the proposed Coastal Defence Scheme.

23. Community Support Expenditure

Noted that the year to date the Community Support expenditure stands at £1,735.43.

Noted that the second part of this agenda item will be deferred until the 14th August, 2024 as the representatives of Kinmel Bay Church Food Bank were unable to attend this evenings meeting.

24. Councillor Resignation

Resolved that: - Cllr Formston's resignation as Town Councillor be approved and that her seat is declared vacant (Towyn Ward).

25. Solar LED Lights

Given that Cllr A Macauley (Chair) had declared a prejudicial interest in agenda item 25- Solar LED Lights, and as Cllr D Mulvaney (Deputy Chair) was not present, Cllr N Smith was proposed and seconded as Chair for agenda item 25- Solar LED Lighting.

Resolved that: - Cllr N Smith be the Chair of the meeting for agenda item 25 – Solar LED Lighting.

Resolved that: -

a) To increase the proposed number of additional solar LED lights on Green Avenue from eleven to fourteen as this would complete the whole road.

b) The quote from Wydels for the sum of £4,655 plus VAT for 14 x 15w solar lantern 4m packages be approved, as whilst it was the only quote received, it was deemed to be excellent value for money, and all their products that have been previously purchased, have been extremely well made and problem free.

c) The quote for the sum of £2,240 plus VAT to install 14 x 4m lamp posts from Firdale Construction Ltd be approved, as it was deemed to be excellent value for money and all the work previously undertaken by Firdale Construction Ltd has been completed on time, and to an excellent standard.

Resolved that: - The 2024-25 Solar LED Lights Budget be increased from £5,500 to £6,950.

26. Santa Senior 2024

Resolved that: - The proposed working party for 2024 Santa for a Senior be approved.

Noted that all members are invited to join the Santa for a Senior working party.

Cllr D Johnson and Cllr L Knightly left the meeting at 20:42

27. Conwy County Borough Councillor Updates/Reports

Cllr N Smith updated members regarding his recent visit with Rishi Sunak at the Plumb Workz Kinnel Bay. He advised members of a possible shortfall of £20 million to the 2025-26 budget and stated that the Town Council may be required to provide more support.

Cllr M Smith advised members he had attended a meeting within Conwy CBC to discuss the lack of new schools and/or Health Care facilities in the area which is again being deferred to the lack of new houses being built in the area.

Cllr K Redhead updated members that due to the lack of funding under the 21st Century Schools the amalgamation of Ysgol Y Foryd and Ysgol Maes Owen is presently on hold.

Cllr Bernice stated she did not have any further updates.

Meeting Closed: 20:47

Signed by the Chair of the next Full Council meeting 14/08/2024.